

How to set-up the Poly Voyager Focus 2 UC

Installing the Equipment to Your Computer

Step 1: Open the box and remove equipment.



Step 2: Plug in the Bluetooth adapter into your PC- USB port

Once plugged into the port you will see Setting Up Device on your computer.

Once Bluetooth adapter installed you will see a pop-up on your computer that the Device is Ready



Make sure that your Bluetooth on the headset is turned on.



Step 3: Adjust the volume on the headset by clicking on the plus + and – symbols on the side of the earpiece to hear your device volume.

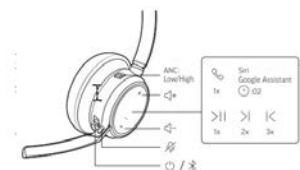
Notice the red button on the microphone is to mute the mic.



The button on the top of the headset will allow you to choose ANC which is active noise cancelling. The switch shows off/low(1)/high(2)

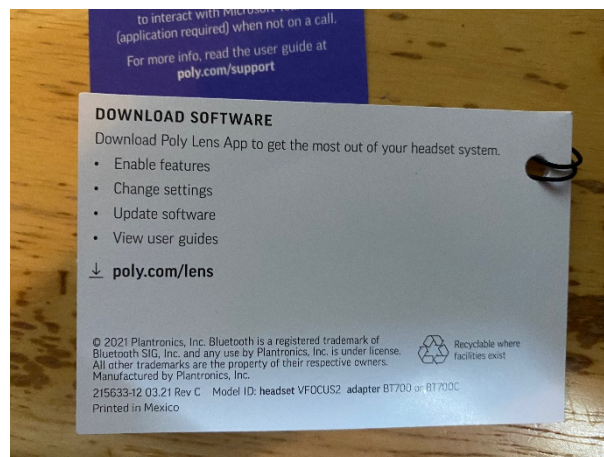
Note: You can wear the headset with the mic on the left or right side. The mic should be muted when in the up position. You can also click the red button on the mic to mute the mic.

The button in the middle of the headphones will allow you to answer and disconnect a call



Step 4: Once you have your Device ready, you can plug in the USB charging station to your docking station or extra USB ports. When charging you will see a white light on the base and blue ring around the headphones.

After setting up your equipment, you will need to install the software.



For more information on how to Get Started with setting up your Poly Voyager 2 visit

<https://www.poly.com/us/en/support/products/bluetooth-headsets/voyager/voyager-focus-2>.

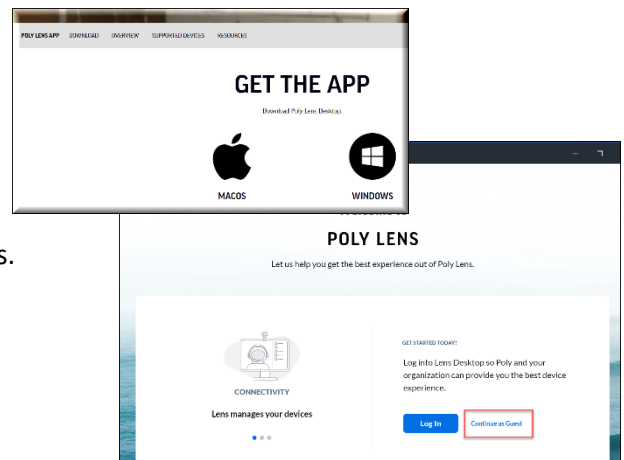
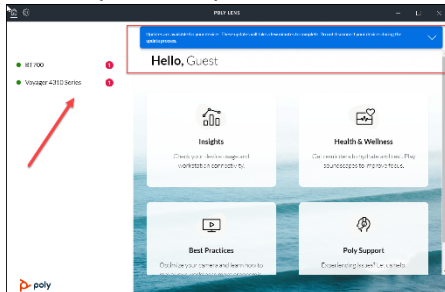
Installing the Software

Step 1: Go to poly.com/lens after plugging in your headset device.

Step 2: Download the desktop app for your computer

Step 3: Login as a guest after downloading the application.

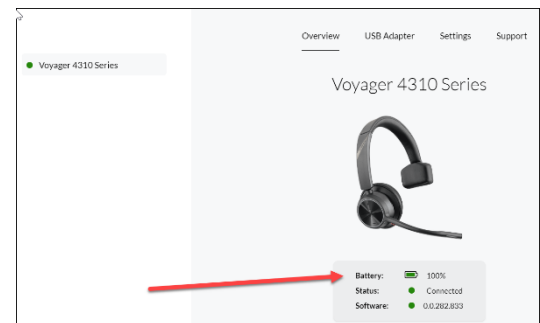
Step 4: If software is not up to date, you will see messages in the control panel. Expand the blue notice to download software updates.



Best Practices and Troubleshooting Tips

Checking your headset battery status

- View the status in your Poly Lens Desktop App
- With headset inactive, slide and release the Power switch away from the off position. Listen to the voice alert or observe the headset LEDs. Notice this power button is the same switch that turns on the Bluetooth.



You can charge your headset with the USB Cable supplied with your device or use the charge stand.

How can others tell if I am on a call?

Your headset LED illuminates red to inform other that you are on a call. You can manage settings in the Poly Lens desktop app.

What should I do if I am having issues with Bluetooth?

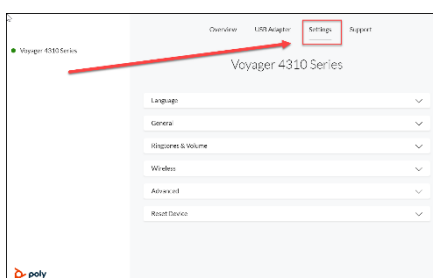
If you are having issues with your audio, cutting out during softphone calls you may be experiencing Bluetooth density problems. To improve audio performance try using the corded mode instead of Bluetooth adapter.

1. Disconnect the Bluetooth USB adapter from your computer.
2. Connect your headset directly to the computer using your USB cable.
3. Power off your headset to use corded mode.



How do I adjust my settings for my headset?

1. Go to your desktop app by searching Poly Lens and open app.
2. Click on the device and choose settings.

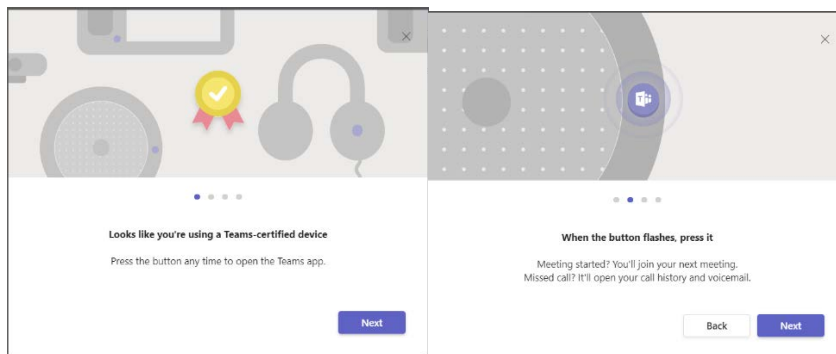


How do I Make/Take/End Calls?

Answer or end a call	Tap the Call button in the middle of the headset
Answer a second call	Tap the Call button to end current call, then tap the Call button again to answer a new call
Mute	While on a call tap the red Mute button on the microphone
Hold a call	Press the headset Call button for 2 seconds. Press the Call button to resume a held call
Switch between calls (flash)	Press the headset Call button for 2 seconds

Launch Microsoft Teams

When setting up your device and pressing the Teams button (call button) it will bring up your Teams app on your computer.



TIP: Your headset's Call button is also a Teams button.

- When not on a call, tap the Teams button to view Microsoft Teams app on your computer.
- When the base's Teams button LED pulses purple, tap to join your meeting.
- When the base's Teams button LED is solid purple, tap to view your Teams notifications.

NOTE Teams model and Teams desktop application required. Teams mobile application is not supported.

Use sensors

Smart sensors respond when you put on or take off your headset. Customize in Poly Lens App. See default settings below:

With active sensors	putting on the headset will:	taking off the headset will:
Mobile/softphone call	answer the call	keep call in headset
Music/media	resume music/media (if playing previous to taking off)*	pause music/media (if playing)*
Mute (activate in Poly Lens App)	unmute if on an active call	mute if on an active call

NOTE *Functionality varies by application. May not function with web-based apps.

To learn more about how to use your Voyager Focus 2 UC series headset, please visit your Poly Lens desktop application and visit the support tab for a quick start guide.